

SECRET

CIA 4696-04

21 OCT 1964

MEMORANDUM FOR: Director of Communications

SUBJECT : Requirement for Assignment of Electronics Technician - Communications and Field Electronics Division, OSA

1. In the past, you have been providing us with technical assistance for installation, maintenance and assistance in the design, both here at Headquarters and in the field, of the electronic aspect of communications and data links, from the Langley Technical Group.

2. In recent weeks, however, our work load in this field, both in the Washington area and in the U.S. Field, has increased to such proportions that we must have a full-time technician assigned to my Headquarters Staff to provide continuity for our in-house projects as well as to give quick reaction to emergency field requirements. I believe [] has mentioned to you some of the critical operational deadlines under which we are currently working.

3. It is requested, therefore, that we be assigned an Electronics Technician broadly experienced in the installation and maintenance of general communications equipment. Although we need a man trained in such equipments [] if you cannot assign such a man at the present time, we will take care of his training later. This Technician, although he will have field responsibilities, in addition to those at Headquarters, will be stationed at Headquarters on the Engineering Staff of my Communications Division. He should be assigned to slot number 105.2, Electronic Technician, GS-11. This assignment is within our ceiling for personnel under Office of Communications career cognizance. It would be appreciated if this man could be assigned as soon as possible.

[]
JACK C. LEDFORD
Colonel USAF
Assistant Director
(Special Activities)

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